

# *The Peregrine Master Association, Inc.*

## Board of Directors Meeting Minutes

Location: Fire Station 18 Community Room

September 6, 2018

Mr. Bird called the meeting of the Board of Directors to order at 6:00 P.M. Present were:

Andrew Bird	President
Dane Juarez	Vice President
Jim Richards	Secretary
Jim Medley	Treasurer
Michelle McArthur	Director at Large
Rich Poturalski	Director at Large
Kim Sannes	Director at Large
Derek Patterson	Z&R Property Management
Kristie McKitterick	Balanced Bookkeeping

The Board of Directors, Z&R and Balanced Bookkeeping introduced themselves to the membership.

The first agenda item "Form a Committee - community pool?" was deferred to the October meeting as Mr. Naughton, the resident who raised the question was called away on business and unable to attend the meeting. The possibility of a community pool was briefly discussed with insight from the floor, and two additional residents volunteered to join Mr. Naughton on an independent committee to investigate the possibility of building a community pool in Peregrine.

### **Hearings:**

A hearing was held for 2543 Sierra Oak with the consideration of an initial \$100 assessment fine, \$100/day fines and other enforcement actions for repetitious overnight parking violations. The owner and resident did respond but the owner was not present. A motion was made to impose the initial fine and any future parking violations will result in an immediate fine per violation. The motion carried 7-0 in favor.

A hearing was held for 2440 Shiprock Way with the consideration of an initial \$100 assessment fine, \$100/day fines and other enforcement actions for landscaping violations. The owner did respond but was not present. Partial improvements were made. A motion was made to place the initial fine in abeyance, provide a final 2-week compliance date or a \$100/day fine will be imposed per violation (for weeds) until such time compliance is met. The motion carried 7-0 in favor.

A hearing was held for 2585 Dunfries Court with the consideration of an initial \$100 assessment fine, \$100/day fines and other enforcement actions for landscaping violations. The owner did not respond and was not present. No corrective actions were made. A motion was made to impose the initial fine, provide a final 2-week compliance date or a \$100/day fine will be imposed per violation (for weeds) until such time compliance is met. The motion carried 7-0 in favor.

A hearing was held for 8410 Tiaga Trail with the consideration of an initial \$100 assessment fine, \$100/day fines and other enforcement actions for numerous landscaping violations. The owner did respond but was not present. No corrective actions were made. A motion was made to impose the initial fine, provide a final 2-week compliance date or a \$100/day fine will be imposed per violation (for weeds in the mulch beds, erosion in the mulch beds, exposed irrigation lines and weed fabric, loose metal edging piled on the grass, Mullein, irrigation main line rolled up on the lot, tree and bush trimming at the street and an overall cleanup of the lot) until such time compliance is met. Additionally, a date for completing the rear deck will be sought. The motion carried 7-0 in favor.

### **Owner's Forum:**

A resident inquired into the status of an ARC request which has been more than 30-days without receiving notice of approval. Mr. Patterson stated the ARC has 30-days to review any request. It was agreed to have the review completed within one week.

### **President's Report:** Presented by Mr. Bird.

1. The results of the Peregrine deer culling poll and subsequent Town Hall meeting conducted by the City of Colorado Springs were discussed.
2. The wildfire mitigation chipping event was very successful. Many residents chose to participate.

3. The Board thanked Mr. Jim Klever for his contributory work on the City purchase transaction of the 64-acre parcel adjacent to the Blodgett Peak Open Space.
4. The Board has been working with the City on vehicle traffic and pedestrian crossing projects in our community. New three-way stops, a crosswalk and speed limit signs will be installed for pedestrian safety and vehicle speed reduction at congested/dangerous intersections.
5. Lightning caused the recent fire on Heartland Way. Lightning rod protection systems would benefit homeowners in Peregrine. Further research needs to be done to determine installation requirements and cost. One resident suggested there might be an opportunity to reduce installation costs for residents who decide to purchase a protection system by doing a group purchase.
6. The proposed 2019 budget was discussed including the clarification of the possibility of a dues increase of \$40 per year, not per month. Peregrine is a premier mountain community and increased funding may be necessary to continue investing in infrastructure rejuvenation and other improvements, while still maintaining an adequate Reserve balance. The Board's goals are: protect/enhance property values, maintain the quality of Peregrine life, consistency in compliance management, and provide fiduciary responsibility.
7. The possibility of having a monthly dues payment option in addition to the current yearly or semi-annual methods was discussed and will not be pursued at this time.
8. Negotiation of the Bestway contract will hopefully enable us to maintain the current price or possibly find a way to bring the cost down.
9. A meeting with N2 Publishing confirmed the signing of a new contract with Peregrine Life which will guarantee us 2.5 pages per edition.

**Secretary's Report:** Presented by Mr. Richards.

An Action Taken without a Meeting email vote was conducted to approve the meeting minutes that passed 7-0 in favor.

**Treasurer's Report:** Presented by Mr. Medley.

Mr. Medley reviewed the financials, noting total assets for July were \$612,409.49 including reserves of \$345,575.16, 56.4% of the total assets. Of the reserve, \$100K is invested in the money market and the rest in CDs. The Expense Exceptions/Variations Spreadsheet was reviewed. We were \$13K below budgeted Net Income due to water and landscaping costs for the month of July, but YTD Net Income is \$34K, \$16K above budget. There was \$68K in reserve spending in the month of July bringing YTD reserve spending to \$85.6K.

Preliminary August information indicates water expense was \$4K which is very low and extremely favorable for the budget.

StormWater Enterprise fees were lower than expected. Peregrine is assessed for 6.14 acres of open space at \$30 per acre. Our initial fee was \$180.

Alpine Glen financials were reviewed. They have \$13,102.99 in assets and are well ahead of budgeted net income.

The Aged Receivables Report was reviewed with no exceptions or concerns.

### **Committee Reports:**

Mr. Flanagan presented the Alpine Glen Committee report. (Attachment #1)

Mr. Juarez presented the Covenant Compliance Committee report. (Attachment #2)  
The current 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> violation notice letters were reviewed with content changes being noted. Final versions of each letter are to be emailed to Board members for final approval.

Mr. Richards presented the Landscaping Committee report. (Attachment #3) The Committee's focus moves forward to proposed 2019 infrastructure/landscape improvements, landscape contract negotiation and process improvements.

Mr. Poturalski presented the Safety and Security Committee report. (Attachment #4)  
Meetings have been held with city officials to make Peregrine a hard target rather than a soft target for safety and security. This initiative will benefit the entire community. Peregrine Aware Alerts were sent out to the Peregrine community for mailbox tampering and car break-ins. You can sign up for a Peregrine Aware safety and security email blast through the Peregrine Alert Program.

Mrs. McArthur presented the Social Committee report. A supplemental handout for the PMA- sponsored Turkey Trot 2018 was reviewed. The event will take place on 22 November at 9 A.M. A motion was made to allocate \$500 for the event, which carried 7-0 in favor. A PMA-sponsored children's holiday party in December was discussed. Estimated costs will be sought and reported at the next meeting.

**Manager's Report:** Presented by Mr. Patterson.

The monthly Activity Spreadsheet was reviewed to include owner concerns, open ARC requests or concerns, ARC approval requests, inspection notices, possible hearings, requests for more time, watch list items and extra duty/private security patrol schedules. A request was approved for replacing garage doors at 2845 Vantage Dr. to be placed on the 2019 Watch List.

The Monthly Lawn Care Report was reviewed with no discrepancies.

The Water Usage Spreadsheet was reviewed. Although July was over budget for irrigation expenses, preliminary August information indicates a substantial reduction in water usage.

The updated 4-year Project List was reviewed. The primary entry signs at W. Woodmen Road and Centennial Boulevard will be added to the list.

The updated Initiatives and Prioritization List was reviewed and amended.

#### **Old / New Business:**

Mr. Bird and Mrs. Sannes presented the PMA “next generation” website update. Unfortunately, Mr. O’Cana with Neon Pig Creative, the website developer, had to depart early. A question and answer period followed. Work will continue with plans to have the new site live by 2019.

Mr. Bird discussed the 2019 Annual meeting and a strategy for building community.

The second draft of guidelines for installing artificial turf was reviewed with changes being noted. Final approval will be sought via an email vote.

The draft rule for vehicle covers was reviewed with changes being noted. Final approval will be sought via an email vote.

At Mr. Medley’s request, a budget working session in mid-September was set so the first 2019 draft budget can be reviewed at the October 1<sup>st</sup> meeting.

The date of the final PMA Board meeting for 2018 was changed and is now set for 15 November. Room availability will be determined and announced.

There being no further business, the meeting was adjourned at 9:10 P.M.

Jim Richards  
Secretary

**Attachment #1**

## **Alpine Glen Committee Report Peregrine Master BOD Meeting 2 August 2018**

The Alpine Glen Committee met on July 1st. A number of agenda items were presented, discussed and completed.

We published our first quarterly newsletter for Alpine Glen residents and it was delivered July 9th both electronically and hard copy (for those without email access). A copy was also provided to the Peregrine Master Association Board of Directors.

We had an initial meeting on July 12th with Jim Medley to start discussions and gain full understanding of the past and current Alpine Glen budget. We anticipate another session prior to 2019 budget development. There are still outstanding questions regarding expenses and reserve requirements.

We conducted a neighborhood walk with ULS on July 17th regarding the current sprinkler configuration, timing and coverage. A number of heads were identified for repair. Additionally, we are unsure if the rain sensors are working properly as some sprinklers were operating in the rain on July 22nd. Additionally, the flow of sprinkler operation is haphazard with the timing not in sync. Since the 48 sprinkler zones are not operating in series, we'd like to have these reprogrammed if funding allows.

Two dead trees were removed in the common area facing McKinnet Tree. We do not anticipate replacing these trees unless the watering can be corrected to ensure they can be viable.

We like to discuss the viability of adding additional Xeriscape options as part of the Peregrine Master Landscaping plan around and within Alpine Glen. There are areas that could be rocked or converted from turf to save water costs.

On July 16th, CSU validated the leak in the asphalt on Alpine Glen Drive is due to an underground spring. They will monitor for any future actions necessary.

The curb on Alpine Glen Drive, damaged during the installation of rock, is under repair.

Common areas were cut satisfactorily on July 13th. However, the cut occurred late in the season and should have been done weeks earlier. We still need visibility of landscaping standards to ensure contract compliance.

Planning continues for the neighborhood BBQ planned for September.

The next Alpine Glen Committee Meeting is scheduled for August 12, 2018.

**Attachment #2**



**Covenant Compliance Committee  
Minutes 8/22/2018**

**Members in Attendance: Dane Juarez**

**Excused absence: Cindy Lua**

**The meeting scheduled for 8/22 was canceled. Cindy Lau was on vacation and Beth Harrison was not able to attend due to work commitments.**

**Dane Juarez met with Derek Patterson Wednesday 8/23 to review the committee's proposed changes to the 3 violation letters and how Derek incorporated them into the original letters. After discussion, Dane Juarez forwarded the letters to Beth Harrison, Steve Garcia and Cindy Lau for their comments and approval. After receiving no changes, the edited letters will be submitted to the Board for their approval.**

**A first version of scope of services for Z&R management will be sent to the CCC members for their review and comments before the September Board meeting. A final version will be presented to the Board at the October Board meeting.**

**Dane Juarez**

**Chair – PMA HOA Covenant Compliance Committee**

**Vice President**

**Attachment #3**

## **SEPTEMBER HOA BOARD MEETING Safety and Security Committee Report**

Report Date: 8/27/2018

The committee continues its efforts in support of the Safety and Security for Peregrine residents. Key accomplishments are as follows:

- Based on approval by the HOA Board of Directors, the design of a Peregrine Aware/Peregrine Secure door hanger was finalized mydoorsign.com at a cost of \$840. The final production hangers will be presented at the September Board meeting.
- Carolyn Medley, CPO Chris Ausec and Tom Farrell are coordinating for Block Captain training, September 11<sup>th</sup>. Tom Farrell will distribute the Peregrine Aware/Peregrine Secure door hangers mentioned above at the September 11<sup>th</sup> Block Captains meetings for their respective neighborhoods.
- Through the efforts of Warren Peterson and Andrew Bird, Mr. Bird sent a letter to Ms Kathleen Krager, Colorado Springs Traffic Engineering Department manager, regarding traffic concerns for Peregrine residents at the W. Woodmen Rd/Orchard Valley intersection. Several suggested solutions were presented in the letter. The letter formed the basis for discussion at the meeting hosted by Ms Krager on August 29<sup>th</sup> at the Traffic Engineering Department, located at 30 South Nevada Avenue.
- The Safety and Security committee is grateful for the efforts of Dan Burich (The Sanctuary) and Lynne Dougherty (Centennial Glen) in setting up this most important meeting. The meeting is a follow-up to an initial concern presented to the board by Susan Cutterbach several months ago regarding the unsafe conditions for crossing Woodmen Rd at Orchard Valley. This crosswalk issue showed growing support for a solution from nextdoor.com posts.
- Annual fire mitigation chipping occurred on August 20-21.
- Sadly, a lightning strike caused a major house fire on Heartland Way in upper Perergine. The fire department responded and within several hours, the fire was extinguished. No injuries were reported. Numerous neighbors have offered support including temporary living quarters. The homeowners are expecting to lease a property in Peregrine until their home is fixed or rebuilt. An update to this report will be presented at the Board meeting on September 6<sup>th</sup>.

Rich Poturalski  
Chair, PMA HOA Safety and Security Committee

Director-at-Large

**Attachment #4**

# Landscaping Committee Report – 28 Aug 18

## Membership

Currently the Landscaping Committee has 4 members. Three volunteers were approved by the Board via ATWAM on 12 Apr 18.

Jim Richards – Chair

Joan Tucker – Resident of Peregrine for 21 years

Tony Condon – Retired Landscape Architect

Jon Gorski – Retired Real Estate Attorney

## Priorities

Recommend actions in conjunction with approved or potential landscaping projects

Design enhancements, procedural improvements, schedule changes

Monitor project execution and contractor performance

Ensure projects are being completed in accordance with written specifications

Monitor irrigation procedures and explore opportunities to reduce irrigation costs

Understand entire irrigation system, report discrepancies for “real time” fixes

Recommend project prioritizations

Determine what projects will provide best use of funds expended

Recommend future landscaping projects to the HOA Board for inclusion in the multi-year plan

Solicit ideas and suggestions from the Peregrine community

## Activities and Meetings

During the month of August, committee attention began to focus on projects to be accomplished in 2019, as well as, procedural and contractual improvements for the coming year.

Recommended projects for 2019 include rejuvenation of the east side of Orchard Valley Road opposite the 2018 improvements, mulch to rock along West Woodmen at the intersection of Vantage and West Woodmen, mulch to rock conversion at the south entrance of Alpine Glen, upgrades to the east and west entrances of Peregrine, one erosion control project and fencing/signage maintenance. These projects are included in the updated 3-year plan.

The 2019 budget has a built-in budget of \$24,500 for the paint and stain cycle for fencing and signage, which takes up a significant portion of planned spending. We will

have additional much smaller projects, such as installing additional benches, identified to be accomplished during the year if and when the budget permits.

20 August – Jim Richards and Joan Tucker visited all areas of Peregrine to gather ideas for future projects:

- a. To complement the major projects, we saw potential areas where we could install additional benches, budget permitting.
- b. The east entrance to Peregrine definitely needs signage improvement. We also came up with an idea to extend the flowerbed, currently in front of the Peregrine signage, completely across in front of the wall (replacing the junipers) to provide an exceptional visual as you enter our neighborhood. There is potential to complete the majority of this project with self-help.
- c. The “Rockledge” filing sign is leaning to the left. We need to determine which budget needs to have funding to level the sign.
- d. As a temporary measure, we discussed painting the edges of the east Peregrine entrance filing sign and the background of the filing sign either a shiny silver or gold to bring a visual aesthetic to the entrance. The committee will investigate possible solutions.
- e. There is a gully behind houses off of Russell Court. We need to see if fire mitigation has been done or needs to be accomplished. The committee will investigate further.
- f. There are a number of cul-de-sac islands within Peregrine and we need to focus on maintenance for weeds, etc.
- g. We need to increase our attention and knowledge of the irrigation system.

24 August – Jim Richards and Andrew Bird drove through Peregrine to review potential projects and look for instances requiring maintenance:

- a. There are some old beds along the west side of Orchard Valley Road that will not get refurbished until 2020. Additional small rock could be installed until the major rejuvenation takes place.
- b. The committee will look into possibly having a consultant help with our discovery of the ins and outs of the irrigation system.
- c. There are a couple of erosion issues on Dutchrock in The Villages for which we will assist the residents to identify practical erosion solutions.
- d. We identified a retaining wall along the edge of Centennial Glen, which seems to be a good solution for our erosion problems along sidewalks. The committee will investigate further.

Jim Richards

Landscaping Committee Chair